



**HEALTH INFORMATION TECHNOLOGY EXCHANGE OF CONNECTICUT
LEGAL AND POLICY COMMITTEE MEETING
JULY 11, 2012 MINUTES
8:30 – 10:00 AM
BUREAU OF ENTERPRISE SYSTEMS TECHNOLOGY**

COMMITTEE MEMBERS PRESENT: John Lynch (by phone), Ellen Andrews (by phone)

HITE-CT MEMBERS PRESENT: John Destefano, David Gilbertson (by phone), Lori Reed-Fourquet (by phone)

PUBLIC ATTENDEES: Laurie Opalack, HITE-CT Intern, Dan Wheeler (by phone)

CALL TO ORDER

J. Lynch called the meeting to order at 8:35 AM

REVIEW OF MINUTES

The committee members adopted the minutes from June 6, 2012.

Review of the ONC Program Information Notice 002

No further review warranted at this time. A response to the ONC will be forwarded.

Review of Annexes to the Participation Agreement

The Notice of Participation Agreement is incorporated into the HITE-CT operational procedures. The Notice of Participation Agreement is successfully posted on the HITE-CT website. The committee agreed to incorporate an amended BAA (Business Associate Agreement) into the Participation Agreement.

MOTION: Upon a motion made and seconded by John Lynch and Ellen Andrews, respectively, the Committee moved to approve the Participation Agreement as amended. The approved Notice of Participation Agreement will be presented to the Board of Directors at their next scheduled meeting. All in favor; no opposed. **Motion passed.**

Review of documents

The Committee members followed with detailed discussions of the various consent models and their incorporation into the HITE-CT operations procedures to ensure accurate documentation of the patient's consent for disclosure or non-disclosure.

Notice of Participation Agreement is referred to Jennifer Cox to review consistency with 42 CFR consent requirements and make amendments as necessary to ensure operational integrity of the patient's privacy and security. The Notice of Participation is tentatively placed on the August Agenda pending the review and input from Ms. Cox.

NEXT STEPS

1. Disseminate the CIHS' report on HIE Issues and Barriers for Processing 42 CFR Consents to committee members
2. Feedback from legal consultant, Jennifer Cox, and operations staff
3. Feedback on consent form from Dan at Wheeler Clinic

PUBLIC COMMENT

There were no public comments.

ADJOURNMENT

The meeting adjourned at 9:55 a.m.

SCHEDULED MEETINGS

August 1, 2012